

March 1, 2016

Dallas County Assessor Conference Board Meeting met in regular session. Attending: Chairman Mark Hanson, Supervisor Brad Golightly, Supervisor Kim Chapman, Chris Huff – Dexter Mayor, Jay Pattee – Perry Mayor, Bob Andeweg - Urbandale Mayor, Allan Adams- Van Meter Mayor, Tom Armstrong – Grimes Mayor and Jim Peters – Adel Mayor were present. Others present: Steve Helm – DC Assessor, Cathy Creighton – Deputy Assessor, Jim Caulfield – The Perry News and Julia Helm – Auditor’s Office.

8:00 a.m. Public Hearing Assessor’s FY 16/17 Budget

Item 1: Call to Order: Chairperson Hanson called the meeting to order at 8:00 a.m.

Item 2: Approval of the Agenda: Motion by Adams and seconded by Andeweg to approve the agenda. All ayes. Motion carried.

Item 3: Roll Call: Steve Helm called the roll. There were 6 mayors and 3 supervisors present. No school board members were present.

Item 4: Approval of the 2/3/2016 minutes: Motion by Chapman and seconded by Adams to approve the minutes. All ayes. Motion carried.

Item 5: Chairperson Hanson initiated the open forum. No one addressed the Board.

Item 6: Approval of the Budget – Motion by Adams and seconded by Huff to adopt the budget as published. All ayes. Motion carried.

Item 7: Adjourn – Motion by Andeweg and seconded by Adams to adjourn the meeting at 8:04 a.m.

The Dallas County Board of Supervisors met in regular session pursuant to board rules with Chairman Mark Hanson, Supervisor Brad Golightly and Supervisor Kim Chapman present. Others present: Rob Tietz – Operations Director, Melinda Harney – Administrative Assistant, Erin Freeman – Human Resources Director, Julia Helm – Auditor’s Office, Al Miller - DC Engineer, Samuel Larsen – DC Planning & Zoning, Chad Leonard - DC Sheriff, Todd Noah – IS Director, Terry McClannahan – DC Communications Director, Mike Wallace – Conservation Director, Barry Halling – Emergency Management Coordinator, Jerry Purdy – Design Alliance, Nick Praska – Veteran’s Affairs Director, Clayton Wright – DeSoto City Council, Jay Pattee – Perry Mayor, Sven Peterson – City of Perry, Matt Ferrier –Bolton & Menk, Melissa Underwood – Bolton & Menk, Pete Malmberg – Conservation, Andy Case – Assistant County Engineer, Bryan DeJong – Roads, Jenny Felt – DCAT & CPPC Coordinator Dallas County, Erin Bowers – Employee & Family Resources, Dena Owens – President, Providence Place, Emily Brott – Development Director DCCAC, Lisa Michelson – ISU Extension & Outreach, Debb Franz – Restorative Justice/Juvenile Court Services, Deb Schrader – 4 R Kids ECT Director, Samantha Smith – Raccoon Valley Radio, Jim Caufield – The Perry News and Clint Cole – DC News Editor.

**Item 1:** Call to Order - Chairman Hanson called the meeting to order at 9:01 a.m.

**Item 2:** Approve Agenda - Golightly asked to remove Item #16B.  
Motion by Chapman and seconded by Golightly to approve the agenda as amended. All ayes. Motion carried.

**Item 3:** Open Forum – None

**Item 4:** Consent Agenda

A) Expense Claims Paid on 2/26/2016

B) Liquor License renewal

Hillcrest Country Club

Motion by Golightly and seconded by Chapman to approve the consent agenda. All ayes. Motion carried.

**Item 5:** Disc/Action Re: Supervisors Minutes from 2/23/2016

Motion by Golightly and seconded by Chapman to approve the minutes from 2/23/2016 as presented. All ayes. Motion carried.

**Item 6:** Disc/Action Re: Payroll Change Notices

Erin Freeman presented the following payroll change notices:

Veteran Affairs – request to hire a new part-time position at \$21.28

Conservation – request to hire Tom Nevitt as a seasonal Maintenance Worker at \$12.00

Sheriff – payroll change pursuant to union contract Sandy Toler from \$16.84 to \$17.52

- payroll change pursuant to union contract Jacob Wenger from \$17.31 to \$18.00

Operations – payroll changes Eric Weber Interim Director to Asst Director of Operation \$32.31 to \$30.20

EMS – Angela Little resigned as of 2/26/16

- request to hire open part-time paramedic position at \$15.56

Motion by Golightly and seconded by Chapman to receive and file the payroll changes from Veterans and

Conservation as requested. All ayes. Motion carried.

Motion by Golightly and seconded by Chapman to approve the payroll changes as submitted. All ayes. Motion carried.

**Item 7: Disc/Action Re: Child Abuse Prevention Proclamation**

Dena Owens reported on the Dallas County Children's Advocacy Council activities for the last year. One of their main goals is to reduce child abuse. Lisa Mickelson, ISU Extension Outreach – subcontractor, explained the parent programs. Deb Franz asked from the Board to proclaim April as Child Abuse Awareness month and asked permission to display a banner on the SE corner of the courthouse lawn.

Motion by Chapman and seconded by Golightly to approve the Dallas County Children's Advocacy Proclamation designating April as Child Abuse Prevention and Awareness Month and authorize the chair to sign the proclamation and to approve the request to put up the banner on the SE corner of the courthouse yard. All ayes. Motion carried.

**Item 8: Disc/Action Re: E911/Dispatch Security Proposal**

Todd Noah, IS Director, explained that with the dispatch remodel there will be a need to install security equipment. Security cameras, motion detectors, and entry access will be installed at the new facility.

Motion by Chapman and seconded by Golightly to approve the proposal from Communications Engineering Company for a total of \$18,141.00 and authorize the chair to sign. All ayes. Motion carried.

**Item 9: Disc/Action Re: Dayton House CLG Grant Contract**

Pete Malmberg, reported about an archeological grant project at the Dayton House to uncover historical artifacts. He stated that the Dayton House is south of Bouton and is a brick stagecoach house. The grant allows for an archeological survey of the acre around the house using penetration radar to flag artifacts for excavation.

Motion by Chapman and seconded by Golightly to approve the State Historical Society of Iowa Grant-In-Kind Contract No.2016-02 and authorize the chair to sign as well as Exhibit B Special Conditions and authorize chair to sign and Article 10. All ayes. Motion carried.

**Item 10: 9:30 a.m. Disc/Action Re: Public Hearing Consolidated Communications Phone Services Agreement**

Todd Noah explained that this agreement would allow the county to display Dallas County on caller ID. The display can be customized for each department. The cost would be less than what the county is paying now a month. The IS department would work with each department on this topic.

Motion by Chapman and seconded by Golightly to close the public hearing. All ayes. Motion carried.

Motion by Golightly and seconded by Chapman to approve and acceptance of the Proposal for Services Quote # 146529 from Consolidated Communications for \$1,073 per month and authorize the chair to sign. All ayes. Motion carried.

**Item 11: 10:00 a.m. Disc/Action Re: Third Reading Amended Chapter 41 Airport Ordinance County Code of Ordinances.**

Samuel Larsen, Planning and Zoning, stated that his office has had very few comments from the public on this ordinance. Al Miller, Engineer, and Matt Ferrier, Bolton & Menk, reported to the Board on the separate issue of dealing with 150<sup>th</sup> street. Mr. Ferrier stated that there are three options: reroute, close or improve 160th street (which is a level c) this issue is separate from the ordinance. Mr. Miller stated that he had preliminary information and did not have enough information at this time to give a recommendation to the Board.

Golightly asked about the approximate timeline for the runway project. Melissa Underwood, Bolton & Menk, stated that land acquisition will be a two year process then in 2018 design, 2019 grading and finally paving in 2020. Mr. Ferrier stated that the project depends on the discretionary funding from the Federal Government.

Motion by Golightly and seconded by Chapman to close the public hearing. All ayes. Motion carried.

Motion by Golightly and seconded by Chapman to approve the proposed Chapter 41 Airport Ordinance County Code of Ordinances as presented. All ayes. Motion carried.

The Board recessed at 10:34 a.m. and reconvened at 10:49 a.m.

**Item 12: Disc/Action Re: Resolution 2016-0019 Award Bid for FEMA Debris Removal Project**

Motion by Chapman and seconded by Golightly to approve Resolution 2016-0019. All ayes. Motion carried.

**RESOLUTION 2016-0019**

**WHEREAS**, FEMA debris removal project L-FEMA(2015)--73-25 at nine (9) locations throughout Dallas County was approved by motion on February 9, 2016 by the Dallas County Board of Supervisors (Item 8C); and

**WHEREAS**, 4 bids were received at the February 25th, 2016 Dallas County local letting:

Batey, LTD.	\$249,750.00
J. Pettiecord Inc.	\$299,000.00
Cunningham-Reis Co.	\$498,700.00
Peterson Contractors Inc.	\$620,000.00

**WHEREAS**, the Engineer's estimate was \$296,500.00 and the Road Department recommends acceptance of the bid that was received from Batey, LTD.

**NOW THEREFORE BE IT RESOLVED** that Batey, LTD. shall be awarded the project and that the Chairman is authorized to sign all applicable contract documents.

<b>AYE</b>	<b>NAY</b>
Mark A. Hanson, Chairman	
Brad Golightly, Member	
Kim Chapman, Member	

Dated this 1<sup>st</sup> day of March, 2016  
ATTEST: Gene Krumm, Dallas County Auditor

**Item 13:** Disc/Action Re: Resolution 2016-0020 Wetland Credit Purchase Iowa DOT  
Mike Wallace would like to have a workshop with the Board about the next steps for the Wetland Bank.

Motion by Golightly and seconded by Chapman to approve Resolution 2016-0020. All ayes. Motion carried.

**RESOLUTION 2016-0020**

**WHEREAS,** The County of Dallas County has invested through the Dallas County Conservation Board in development of wetland acres to be used as a Wetland Mitigation Bank Area; and

**WHEREAS,** There are Wetland Mitigation credits available; and

**WHEREAS,** The Iowa Department of Transportation has requested to purchase .5 acres for wetland mitigation for project # CEMVR-OD-P-2015-514.

**NOW THEREFORE BE IT RESOLVED** that the Dallas County Board of Supervisors approve the sale of .5 acres to the Iowa Department of Transportation, Iowa and such sale of credits is subject to the established procedures in the adopted Voas Mitigation Bank sale of Credits procedure document.

<b>AYE</b>	<b>NAY</b>
Mark A. Hanson, Chairman	
Brad Golightly, Member	
Kim Chapman, Member	

Dated this 1<sup>st</sup> day of March, 2016  
ATTEST: Gene Krumm, Dallas County Auditor

**Item 14:** Disc/Action re: Board Appointments  
A) Resolution 2016-0018 Township Trustees  
Motion by Chapman and seconded by Golightly to approve Resolution 2016-0018. All ayes. Motion carried.

**RESOLUTION 2016-0018**

**BE AND IT IS HEREBY RESOLVED** that the Dallas County Board of Supervisors appoint the following Township Trustee to fulfill township trustee vacancies.

<b>ADAMS</b> John R. Green 33197 L Avenue Adel, Iowa 50003	<b>TERM EXPIRES:</b>  December 2016
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**BOONE**  
Patti Brown  
31565 Napa Valley Dr  
Waukegan, Iowa 50263

December 2018

**AYE**

**NAY**

Mark A. Hanson, Chairman

Brad Golightly, Member

Kim Chapman, Member

Dated this 1<sup>st</sup> day of March, 2016

ATTEST: Gene Krumm, Dallas County Auditor

**Item 15: Disc/Action Re: Assigned & Unassigned Department Space**

Jerry Purdy reported that the work for the balance of the space at the Human Services Campus is out for bid. The public hearing date should be set for March 29 to review the bids. Also, the Board discussed the options for 902 Court. The Attorney's office expanding and the IS department moving to the building from the Courthouse.

Chapman reported that the lease for 918 Court Street terminates in April of 2016 and the owner would like to know what plans the County has for that building. He suggested a discussion about this and other space needs on a future agenda.

**Item 16: Disc/Action Re: Human Services Campus Renovation**

A) Pay Applications #12 (Revised) & #13

Revised pay applications #12 (revised) retainage for \$133,742.60 – Purdy is comfortable with the retainage remaining.

Motion by Golightly and seconded by Chapman to approve pay application #12 as presented. All ayes. Motion carried.

Pay application #13 - \$197,600.00 – Work done for the month of February in the Dispatch area

Motion by Chapman and seconded by Golightly to approve pay application #13 as presented. All ayes. Motion carried.

B) Change Order #26 – Removed from the agenda

C) Items Raised in Weekly Construction Meetings

Purdy reported on two outstanding projects: 1) roof hatch needs to be installed and 2) interior of the elevator

**Item 17: Other Business**

Golightly mentioned MPO and water trails and greenways. Golightly has spoken with Mike Wallace in Conservation about this topic and asked for someone from his department to participate.

Hanson reported that the Jennings Law Office has the preliminary title and it looks like there are no issues to close on the 210 N 10<sup>th</sup> street building. He is waiting for some information from the seller.

The Board recessed at 11:46 a.m. and reconvened at 6:30 p.m.

**Item 18: 6:30 p.m. Dinner & Update at Dallas County Farm Bureau Office**

Sheriff Leonard reported about the Sheriff's Office and the costs to the County for transporting inmates. He also reported the amount of gun permits his office processes and Dispatch will be moving to the Human Services Campus in April.

Golightly reported the budget process was complete and explained about the four county mental health regions. Chapman reported about dealing with the need for space in county offices by repurposing the County Home into the Human Services Campus including relocating DHS, Public Health, Community Services and Environmental Health. Dispatch will be moving in April and Emergency Management will be moving out later this spring. Also the purchase of 210 N 10<sup>th</sup> Street building for the Elections Office to occupy, it will remove the department from two rental facilities.

Hanson expanded on the administrative costs to the Human Services Campus project phase one was \$3.1 million and Dispatch will cost \$412,000 and the renovation of the balance of the building will take the project total to roughly \$4 million.

Julia Helm, DC Auditor's Office, reported on how the Elections Office has added equipment and technology to service the needs of Dallas County residents. There are 34 precincts in the county and with the County's growth there will be a need to add precincts at the next redistricting. She added that it takes approximately 200 workers to execute the election at the polls and the office is expecting over 30,000 absentee ballots to be processed for the General Election in November.

Wayne Reisetter, DC Attorney, described his office as a person based business, listening to officers and to the public. He stated that his office is trying not to cycle people through the court system. Reisetter reported that he is looking at risks to the County. When an inmate needs to be transported that pulls a deputy off the road to do it, he feels it is his job to advise public officials on how to balance risks.

Golightly asked the Farm Bureau Board about watersheds and the response back was weighing the benefits and the liability to joining those types of groups.

**Item 19:** Motion to Adjourn  
Motion made by Chapman and seconded by Golightly to adjourn the meeting at 8:18 p.m. All ayes. Motion carried.

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Gene Krumm, Dallas County Auditor

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Mark Hanson, Chairman